

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, DECEMBER 20, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:30 p.m. City Council Chamber

ROLL CALL

Present (6) Chairman Dowd, Vice Chair Gale, Board Members Galvin, Lowry, Meechan and Swinth

Absent (1) Board Member Carney

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstentions were made.

STUDY SESSION

3.1 SANTA ROSA AQUEDUCT SEISMIC UPGRADE PROJECT

Glen Wright, Deputy Director Water and Engineering Resources, Jay Jasperse and Steve Koldis, Sonoma County Water Agency gave the staff presentation. The presentation provided a review of the project funding and schedule, public notification plan and construction details for the Santa Rosa Aqueduct Seismic Upgrade Project. No action was taken.

MINUTES APPROVAL

The approval of the minutes of November 28, 2012 will be deferred to the next Board meeting.

STAFF BRIEFINGS - NONE

CONSENT ITEMS - NONE

REPORT ITEMS

7.1 UTILITIES DEPARTMENT RESERVE POLICY UPDATE

Linda Reed, Administrative Services Officer gave the staff presentation.

MOTION:

Vice Chair Gale moved to approve Resolution No. 1038 entitled "Resolution of the Board of Public Utilities Recommending that the City Council Revise Council Policy 000-57, Utility

Reserves Fund. The motion was seconded by Board Member Lowry and carried unanimously. AYES (6) NO (0) ABSTAIN (0) ABSENT (1) Carney

7.2 WAIVER OF COMPETITIVE BIDDING AND SOLE SOURCE AWARD – AGREEMENT WITH CUMMINS POWER GENERATION, INC FOR EXTENDED WARRANTY AND SERVICE

Jim Wright, Purchasing Agent gave the staff presentation.

Mr. Wright indicated that the agreement was not finalized and the item would be brought back to the Board on January 17, 2013 as a consent item.

7.3 PROFESSIONAL SERVICES AGREEMENT BETWEEN SAIC ENERGY, ENVIRONMENT & INFRASTRUCTURE, LLC AND CITY OF SANTA ROSA FOR AN AUTOMATED METER READING/ADVANCED METERING INFRASTRUCTURE FEASIBILITY STUDY

Dan Muelrath, Water Resources Sustainability Manager gave the staff presentation.

MOTION:

Board Member Swinth moved a motion to approve an agreement with SAIC Energy, Environment & Infrastructure, LLC for an Automated Meter Reading/Advanced Metering Infrastructure Feasibility Study. The motion was seconded by Board Member Galvin and carried unanimously. AYES (6) NO (0) ABSTAIN (0) ABSENT (1) Carney

7.4 WATER SUPPLY UPDATE

Glen Wright, Deputy Director Water and Engineering Resources, updated the Board on various water supply topics including announcing that Dan Muelrath was reappointed to the California Urban Water Conservation Council.

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS - NONE

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10. WRITTEN COMMUNICATION (And Possible Board Action) - NONE

11. SUBCOMMITTEE REPORTS

Vice Chair Gale reported on the Budget Review subcommittee activities.

12. BOARD MEMBER REPORTS

Chairman Dowd indicated this was the last Board meeting of the year and Board Members should continue to serve until instructed otherwise before February 1st when new appointments are official by Council. He also announced there would be no meeting on January 3, 2013.

13. DIRECTORS REPORT

David Guhin, Director of Utilities reported that Dan Muelrath was awarded the 2012 Award of Excellence from the California Urban Water Conservation Council; acknowledge department staff that assisted the Fire Dept with their recent ISO Inspection; reported that comments have been submitted for the NPDES Permit; and reported that today was Lynn Small's last day after 40 years of service to the City.

14. ADJOURNMENT OF MEETING

At 3:25 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, January 17, 2012 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Richard Dowd

Gina Perez